



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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## *Memorandum*

TO: Administration Committee

DATE: February 27, 2008

FR: Executive Director

W.I.:

RE: Contract Amendment: Regional Airport System Planning Analysis Update (TBD)

Staff requests this Committee's approval to authorize staff to negotiate workscope, fees and payment schedule with a firm(s) to be determined to conduct a Regional Airport System Planning Analysis (RASPA) update. We also request that the Committee approve the order of ranking to be recommended at its March 5 meeting, with negotiations to proceed as described in page 2 of this memorandum for a contract amount not to exceed \$790,000.

### **Background**

The Regional Airport Planning Committee (RAPC) has adopted a three-phase work plan to direct the work of RAPC over the next three to five years. Phase 1 consisted of four technical panels providing information on forecasting, aviation technology, demand management and governmental institutions.

RAPC staff provided the Committee with a series of recommendations on what staff determined should be included in Phase 2 of the work plan. RAPC requested that the Phase 1 conclusions be integrated with the revised work plan and more closely tied to the proposed tasks. Committee members also requested that the forecast assess the impacts of business jets and of varying types and sizes of planes on capacity. RAPC also requested that assessments of ground access be integrated into this work. These recommendations were based on the information received during the technical panels, comments from the public, comments and direction from RAPC and also flow from the direction included in RAPC's adopted work plan.

While Phase 1 focused on the evaluation of solutions for use at the Bay Area's three commercial airports, Phase 2 moves beyond the airport grounds to evaluate solutions that may be provided by alternatives such as airline and air cargo service at alternative airports, diversion of some air passengers to a future California High Speed Rail System and also continues to evaluate tools for use at the three commercial airports, such as use of new air traffic control technology, demand management at existing airports, and new institutional approaches. Phase 2 will emphasize public input and a visioning process to develop consensus on a long-range aviation plan for the region.

### **Consultant Selection Process**

A Request for Qualifications/Request for Proposal for the RASPA update was released on January 10, 2008; proposals are due on February 29, 2008. A consultant evaluation panel of MTC, ABAG and BCDC staff will review the proposals and conduct interviews, if deemed necessary. The panel will rank the proposals based on their proposed to and approach understanding of the project, and experience with conducting similar studies. The top ranked firms will be recommended to this Committee at its March 5 meeting. Contract negotiations will be conducted with the top-ranked firm relative to workscope, fees and payment schedule. If an agreement cannot be satisfactorily negotiated with the top ranked firm, negotiations will be terminated, and staff will enter into negotiations with the second-ranked firm, and so on until an agreement can be reached.

### **Recommendation**

Staff recommends this Committee approve a consultant ranking list (TBD) and authorize the Executive Director or his designated representative to negotiate a contract with the top-ranked firm (TBD) for an amount not to exceed \$790,000. If an agreement cannot be satisfactorily negotiated with the top-ranked firm, negotiations will be terminated, and staff will enter into negotiations with the second-ranked firm, and so on until an agreement can be reached.

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Steve Heminger

SH:DK

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## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Consultant Contract Amendment

Work Item No.:	1124
Consultant:	TBD
Work Project Title:	Regional Airport System Planning Analysis Update
Purpose of Project:	To update the 2000 Regional Airport System Plan
Brief Scope of Work:	Assess demand at the commercial airports and evaluate solutions that would ameliorate projected congestion such as airline and air cargo service at alternative airports, diversion of some air passengers to a future California High Speed Rail System, new air traffic control technology, demand management at existing airports, and new institutional approaches.
Project Cost Not to Exceed:	\$790,000
Funding Source:	FAA, TDA
Fiscal Impact:	Available from current FY 2007-08 Agency Budget
Motion by Committee:	Staff recommends this Committee approve a consultant-ranking list (TBD) and authorize the Executive Director or his designated representative to negotiate a contract with the top-ranked firm (TBD) for an amount not to exceed \$790,000. If an agreement cannot be satisfactorily negotiated with the top-ranked firm, negotiations will be terminated, and staff will enter into negotiations with the second-ranked firm, and so on until an agreement can be reached.
Administration Committee:	<hr/> Bob Blanchard, Chair
Approved:	March 5, 2008